

FREEDOM OF INFORMATION ACTIVITIES ANNUAL REPORT

Report prepared by: Phillip Brown
Title: Director, Division of Freedom of Information and Privacy
Agency: Health Care Financing Administration
Telephone: (410) 786-5352

- I. Total number of requests received: 57,473
- II. Total fees charged: \$551,746 Collected: \$516,766
- III. Total number of initial denials: 598 (includes 339 denials processed under 45 C.F.R. Part 2; does not include "no document responses.")

Number of times each exemption was used:

(1) <u>0</u>	1. <u>42 U.S.C. 1320(c)(9) - 6 times</u>
(2) <u>25</u>	2. <u>42 U.S.C. 1395bb - 1 time</u>
(3) <u>13</u>	3. <u>41 U.S.C. 253b - 6 times</u>
(4) <u>32</u>	Cite Exemption 3 statute(s) used
(5) <u>45</u>	
(6) <u>420</u>	
(7) <u>29</u>	

- IV. Person responsible for initial denial of records:

Name Glenn W. Kendall Number 589
Title Acting Director, Freedom of Information & Privacy Office

Name Melodye L. Hardy Number 9
Title Acting Director, Freedom of Information & Privacy Office

- V. Number of times other authorities were cited:

a. non-possession of records	<u>156</u>
b. inadequate identification	<u>0</u>
c. refusal to pay reasonable fee	<u>0</u>

- VI. Total number of instances where requester was notified in writing of extension of statutory 10-day time limit:

a. need to search for and collect records from facilities other than office processing request	<u>0</u>
b. need to search for, collect and examine a voluminous amount of records	<u>0</u>

c. need to consult with other offices/agencies

0

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VII. Cost of Processing Requests

a. staff cost (including clericals)

1. FOIA staff

\$514,599

2. program staff

692,850

b. other processing costs

1. copy records (\$.10 per page)

275,425

2. production of computer-based data

78,142

3. mailing costs (postage/container)

43,870

SUBTOTAL: \$1,604,886

c. other costs in administering the FOIA:

1. development of policy & procedures

a. formulation of policy (including meetings
with FOI, OGC & program staffs)

\$64,918

b. regulations (writing & review)

2,560

c. manuals & guidelines
(writing & review)

2,560

2. training

a. instructors and trainees

37,866

b. attendant travel expenses

11,151

c. Reference materials

16,915

3. printing costs (regs., manuals, etc.)

2,340

4. staff cost for preparing report

25,492

SUBTOTAL: \$163,802

Total cost of appeals (for those

offices with appeal authority)

1,362

TOTAL: \$1,770,050

APPEALS

I. Total number of appeals processed: 1*

a. Number of appeals

1. granted in full

1

2. denied in full

3. denied in part

b. number of times each exemption was used:

(1)

(2)

(3)

(4)

(5)

(6)

(7)

Cite Exemption 3 statute(s) used

c. other reasons relied upon:

(1) other authority

(2) non-possession of records

d. number of instances where court appeals were made because agency did not comply with time limits: 0

e. number of instances where court allowed additional time:
(ATTACH COPY OF COURT OPINION/ORDER)

0

II. Person(s) responsible for deciding appeals not fully granted:

Name Nancy-Ann Min Deparle

Number

1

Title Deputy Administrator, HCFA

III. Processing costs:

a. staff costs (including clericals)

\$384

b. program staff

972

c. copying costs	<u>0</u>
d. mailing costs	<u>6</u>
TOTAL:	<u>\$1,362</u>

*13 appeals were cancelled and/or downsized, per agreement with the appellant.